



JUDICIAL COUNCIL OF CALIFORNIA

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REPORT TO THE JUDICIAL COUNCIL

For business meeting on: January 17, 2020

Title

Equal Access Fund: Distribution of Homelessness Prevention Funds

Submitted by

Legal Services Trust Fund Commission
Ms. Banafsheh Akhlaghi, Chair
Mr. J. Eric Isken, Vice-Chair

Agenda Item Type

Information Only

Date of Report

December 23, 2019

Contact

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Executive Summary

The Budget Act of 2019 provides a one-time \$20 million allocation to the judicial branch to augment the Equal Access Fund for legal services to low-income persons for landlord-tenant issues to prevent homelessness. On July 17, 2019, the Judicial Council approved allocating these funds to the State Bar, which distributes the funding to eligible legal services agencies. This report lists the legal services agencies receiving funding, the amount each will receive, and the services that will be provided with the \$14.5 million in formula funds and \$5 million in discretionary grants.

Relevant Previous Council Action

Since 1999, the state Budget Act has contained a provision for the allotment of \$10 million to an Equal Access Fund “to improve equal access and the fair administration of justice.” In 2018, an additional \$10 million ongoing was added to the fund. (Sen. Bill 840; Stats. 2018, ch. 29, pp. 10–14.)

In 2005, the Uniform Civil Fees and Standard Fee Schedule Act was approved by the Legislature and the Governor. That act established a new distribution of \$4.80 per filing fee to the Equal Access Fund. The estimated revenue from filing fees is \$4 million per year. Those revenues have been collected by the trial courts since January 2007.

The Budget Act requires the Judicial Council to distribute the Equal Access Fund monies to legal services providers through the State Bar Legal Services Trust Fund Commission. The State Bar created the commission to administer the law regulating attorneys' interest-bearing trust accounts (IOLTAs). (Bus. & Prof. Code, § 6210 et seq.: State Bar, Rules Regulating Interest-Bearing Trust Fund Accounts for the Provision of Legal Services to Indigent Persons [adopted Sept. 1982, amended Mar. 2002], rule 4.)

The Budget Act states that “[t]he Judicial Council shall approve awards made by the commission if the council determines that the awards comply with statutory and other relevant guidelines...”¹ The Judicial Council may establish additional reporting or quality control requirements...” All recipients of Equal Access Funds submit annual reports on the services they provide.

The Chief Justice, as chair of the Judicial Council, appoints one-third of the voting members to the commission: five attorney members and two public members, one of whom is a court administrator. The Chief Justice also appoints three nonvoting judges to the commission: two trial court judges and one appellate justice.

The Judicial Council has approved the distribution of Equal Access Funds proposed by the Legal Services Trust Fund Commission for the past 19 years. This is the first time that this specific allocation for landlord-tenant matters has been included in the state Budget Act and come before the Judicial Council.

On July 19, 2019, the Judicial Council directed staff to distribute Equal Access Funds to the State Bar for distribution to legal services agencies that meet the eligibility requirements set forth in the Budget Act and directed staff to report back to the Judicial Council on the initial grants made.

Analysis/Rationale

Recognizing the need for stable housing for renters, Governor Gavin Newsom included \$20 million in his May Revision to the 2019–2020 budget for grants to legal services organizations to provide legal assistance to renters with landlord-tenant disputes, including counseling, renter education programs, and eviction prevention. The Legislature approved this funding request and included language in the 2019–2020 State Budget (AB 74) to effectuate the purposes of the funding and further define the types of services eligible for this new funding.

As noted in the attached report (Attachment A) from the Legal Services Trust Fund Commission, *Equal Access Fund: Homelessness Prevention Grant Funding Update*, the Budget Act incorporated a number of specific requirements designed to ensure that funding was provided as quickly as possible to eligible organizations. The State Bar and Judicial Council have worked

¹ Relevant portions of the state Budget Act of 2019 are included in Link A.

together to ensure that the grants were issued promptly: \$14,699,833² has been allocated by formula to qualified legal services projects and support centers to provide eviction defense or other tenant defense assistance in landlord-tenant rental disputes, including pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. To ensure that meaningful funding is provided, the Budget Act directed that a minimum amount of \$50,000 shall be allocated to each eligible program unless the program requests a lesser amount, in which case the additional funds shall be distributed proportionately to the other qualified legal services projects.

The additional \$5 million has been allocated through a competitive grant process developed by the Legal Services Trust Fund Commission of the State Bar to award grants to qualified legal services projects and support centers to provide eviction defense or other tenant defense assistance in landlord-tenant rental disputes, to meet the needs of tenants not addressed by the formula funding. As set out in statute, preference was given to qualified legal aid agencies that serve rural or underserved communities and that serve clients regardless of immigration or citizenship status.

The programs will be required to enter into a grant agreement with the State Bar that provides that (1) funds will not supplant existing resources, (2) the program will track grant funds separately from other grant funds, (3) the program will separately track and report on clients served and main benefits achieved for matters funded with these grants, and (4) the program will report to the State Bar at the conclusion of the grant period. Those results will then be provided to the Judicial Council. Grants commenced on October 1, 2019, and end on June 30, 2021.

Fiscal Impact and Policy Implications

These grants require no court implementation. Council staff will work with the Legal Services Trust Fund Commission to oversee administration of the Equal Access Fund, including fulfillment of requirements for reports on the commission's administration of the fund. Staff will also provide support to the commission—including the third of its members appointed by the Chief Justice—to facilitate administration of the Equal Access Fund.

The recommendations contained in this report will have no direct fiscal effect on the courts; nevertheless, the courts will indirectly benefit from assistance provided to self-represented litigants. Council staff support will be covered by the provision for administrative costs in the Budget Act appropriation.

² \$150,167 is being held in reserve pending requests for reconsideration by two organizations. \$150,000 is available for use by the State Bar for costs of administration of the new funds.

Attachments and Links

1. Attachment A: *Equal Access Fund: Homelessness Prevention Grant Funding Update*
2. Link A: State Budget Act of 2019,
https://leginfo.legislature.ca.gov/faces/billTextClient.xhtml?bill_id=201920200AB74



Date: December 12, 2019

To: The Judicial Council of California
Bonnie Hough, Managing Attorney
Center for Families, Children & the Courts

From: Hellen Hong, Program Director II
Banafsheh Akhlaghi, Chair, Legal Services Trust Fund Commission
Eric Isken, Vice-Chair, Legal Services Trust Fund Commission

Subject: Equal Access Fund: Homelessness Prevention Grant Funding Update

EXECUTIVE SUMMARY

Recognizing the need for stable housing for renters, Governor Gavin Newsom included \$20 million in his May Revision to the 2019-2020 budget for grants to legal services organizations to provide legal assistance, including counseling, renter education programs, and eviction prevention to renters with landlord-tenant disputes. The Legislature approved this funding request, and included language in the Budget Act of 2019 (AB 74, 2019 Stats., ch. 23) to effectuate the purposes of the funding and further define the types of services eligible for this new funding. The budget was signed by the Governor on June 27, 2019.

Of the \$20 million appropriated for these services:

- \$14,850,000 (75 percent of the \$20 million appropriation less \$150,000 in administrative costs) was earmarked to be distributed via formula to qualified legal services projects and support centers that currently provide eviction defense or other tenant defense assistance in landlord-tenant rental disputes, in a percentage equal to that organization's 2019 IOLTA allocation divided by the total 2019 IOLTA allocation for all organizations eligible for this funding. To ensure sufficient funding was providing to allow for meaningful work, a minimum grant amount of \$50,000 was established.
- \$5,000,000 (25 percent of the \$20 million appropriation) was to be disbursed through a competitive grant process to qualified legal service projects and support centers to provide eviction defense or other tenant defense assistance in landlord-tenant rental disputes. Preference is to be given to agencies that serve rural or underserved

communities and that serve clients regardless of immigration or citizenship status. The funds are expressly prohibited from supplanting existing resources.

BACKGROUND

The budget bill language provides:

“Of the amount appropriated [for the Equal Access Fund] . . . \$20,000,000 shall be distributed by the Judicial Council through the State Bar of California pursuant to Provision 1¹ [of budget item 0250-101-0001] to qualified legal services projects and support centers to provide eviction defense or other tenant defense assistance in landlord-tenant rental disputes, including pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Of this amount, \$150,000 shall be available, upon order of the Department of Finance, for administrative costs of the Judicial Council and the State Bar. The remaining funds shall be allocated as follows:

(a) 75 percent shall be distributed to qualified legal services projects and support centers that currently provide eviction defense or other tenant defense assistance in landlord-tenant rental disputes, as set forth in Provision 6. To expedite the distribution of this percentage of the \$20,000,000, eligible programs shall be limited to those found eligible for 2019 IOLTA funding. Each eligible program shall receive a percentage equal to that legal services project’s 2019 IOLTA allocation divided by the total 2019 IOLTA allocation for all legal services projects eligible for this funding, except that to ensure that meaningful funding is provided, a minimum amount of \$50,000 shall be allocated to each eligible program unless the program requests a lesser amount, in which case the additional funds shall be distributed proportionally to the other qualified legal services projects. These funds shall be distributed as soon as practicable after the effective date of this act and shall not supplant existing resources.

(b) 25 percent shall be allocated through a competitive grant process developed by the Legal Services Trust Fund Commission of the State Bar to award grants to qualified legal service projects and support centers to provide eviction defense or other tenant defense assistance in landlord-tenant rental disputes, as [defined above] . . . to meet the needs of tenants not addressed by the formula provided in subdivision (a). The grant process shall ensure that any qualified legal service project or support center that received funding pursuant to subdivision (a) may only receive funding pursuant to this subdivision if that qualified legal service project or support center demonstrates that funds received under this subdivision will be not be used to supplant existing resources,

¹ Provision 1 identifies how the remainder of the money appropriated in the Equal Access Fund are to be distributed. This is long standing language which has existed in substantially the same form since the creation of the fund and the established protocol for distributing 90 percent pursuant to formula and 10 percent for Partnership Grants.

and will be used to provide services to tenants not otherwise served by that qualified legal service project or support center. The commission shall make the grant award determinations. In awarding these grants, preference shall be given to qualified legal aid agencies that serve rural or underserved communities and that serve clients regardless of immigration or citizenship status. Any funding not allocated pursuant to this competitive grant process shall be distributed pursuant to subdivision (a), except that there shall be no minimum funding amount for these funds.”

Distribution of the \$14,850,000 Formula Tranche

To expedite the process of distribution of the \$14,850,000 from the formula tranche of the Homelessness Prevention (HP) grant, on June 21, 2019, the State Bar distributed a three-question survey to all 98 2019 IOLTA Grantees to gauge preliminary interest in receiving the funding and ascertain the maximum pool of applicants. In response, 86 grantees expressed interest or believed that they were potentially eligible for funding.

On July 9, 2019, the EAF HP Formula Allocation Fund application was to these 86 applicants. Applications were due on July 26, 2019 and 64 grantees submitted an application by the deadline. After a thorough review and vetting process on August 7, 2019, the Executive Committee of the Legal Services Trust Fund Commission (LSTFC) voted to approve 61 organizations for formula funding; three organizations were found to be ineligible. Those approved are listed in Attachment 1.

One organization was determined to be ineligible because its proposed project did not meet the definition of eviction defense or other landlord-tenant defense assistance, as specified in the budget bill language above. Two organizations were found to be ineligible for 2020 IOLTA funding which precluded them from receiving the EAF HP formula funding.²

Following the approval by the Executive Committee, staff worked with each of the 61 organizations to obtain final budgets and secure signed grant agreements. Funding was disbursed to all but four organizations in October 2019. Due to delays in executing the grant agreements, funds were disbursed to the remaining four grantees by November 15, 2019.

Distribution of the \$5,000,000 Competitive Grant Tranche

To ensure continuity in the oversight of the EAF HP funding and program monitoring activities, the Executive Committee of the LSTFC created the EAF Homelessness Prevention (HP) Committee during its November 4, 2019 meeting to be comprised of the two immediate past co-chairs and the current Chair and Vice Chair of the LSTFC to make decisions regarding HP

² Their requested funding amounts, however, were kept in reserve pending re-consideration requests. The State Bar Rules provide an process for reconsideration to the LSTFC and appeals to the State Bar Court. The \$150,617 which these two organizations would get under the formula if they were found eligible, will be distributed to them. If they do not contest eligibility or are continued to be found ineligible, that amount will be re-distributed to other organizations according to the formula in roughly August 2020.

funding. The EAF HP Committee met on November 12, 2019, to review the submitted proposals for the competitive grant tranche.

The Request For Proposal (RFP) for this funding tranche was released on September 13, 2019 with a due date of Friday, October 18, 2019. The RFP is attached as attachment 4. The State Bar received 24 proposals requesting a total of approximately \$8.43 million. Unlike the formula tranche, sub-granting to non-IOLTA organizations was allowed in the competitive grant tranche to expand the ability to meet the stated preference of serving rural or underserved communities and serving clients regardless of immigration or citizenship status.

To be in position to distribute the funding “as soon as practicable,” as directed by the budget bill language, following the process of the LSTFC EAF HP Committee³ during its September 6, 2019 meeting. Consistent with that process, staff reviewed and developed funding recommendations for the EAF HP Committee to review and approve. Proposals were evaluated using the scoring rubric set forth in the RFP.

Proposal quality (40 possible points)

Proposals were assessed by the clear identification of the problem/issue and a structured approach on how to address the need. Proposals earning the full score offered creative/innovative approaches and presented pertinent details on reporting potential outcomes and effectiveness. Proposals with partnerships earned more points where specific details about what the partnering organizations brought to the project with history of other successful partnerships or collaborations. Finally, requested funding amounts and associated budgets were reviewed against the organization’s size/capacity to gauge ability to effectively execute the proposed program.

Serving rural or underserved communities (20 possible points)

Proposals earning the full 20 points specifically identified their outreach and targeted services to rural and underserved communities in proposed program and provided strong supporting explanations/data. Applicants received 10 points or partial points if they were able serve these rural and underserved communities but the services was not targeted or detailed in the proposal.

Serving clients regardless of immigration or citizenship status (20 possible points)

Proposals explicitly stating or prioritizing clients would be served regardless of their immigration or citizenship status earned 20 points. Conversely, zero points were assigned if there was no mention of serving or an inability to serve clients regardless of their immigration or citizenship status. Partial points were awarded if applicants could serve clients regardless of immigration or citizenship status but not further detailed.

Historical performance (10 possible points)

Organizations earning the full 10 points had no issues within the past three years in spending down grant funds, meeting grant goals, and timely reporting of results/outcomes related to

³ At that time, the LSTFC body was the Executive Committee that functioned as the EAF HP Committee.

State Bar grants. Points were deducted when organizations experience problems in those categories.

Potential sustainability (10 possible points)

Points were awarded based on interest in and ability to envision how proposed services might continue beyond the grant period and the level of details provided on how sustainability might be achieved beyond simply trying to secure additional funding to continue services. Staff sought specific support and information in the proposal to try and assess the viability of the proposed services extending beyond June 30, 2021.

Once criteria scores were assigned and total scores calculated, staff considered several different funding scenarios incorporating different scoring cut-off levels and different funding ranges with the goal of fully funding high scoring proposals whenever possible and partially funding other projects that had lower overall scores, but not less than 50 points. The funding recommendations approved by the EAF HP Committee during its November 12, 2019 meeting are set forth in attachment 2.

Staff will begin working with the 18 organizations approved for competitive grant funding to secure final budgets and signed grant agreements. The target date for funds disbursement is early January 2020 with the grant period to end on June 30, 2021.

Evaluation/Reporting

Grantees will be required to report both quantitative and qualitative data describing the clients served and the work performed with the EAF HP fund grants including specific benefits achieved to demonstrate the impact/value of these additional funds. Unlike data collection related to IOLTA and other EAF funds, programs will be required to report the benefits achieved by demographic characteristic of the clients to assist in shaping the narrative of the importance of these funds in addressing the justice gap. Because the data and the format in which it's to be collected varies slightly from IOLTA data collection, input on the evaluation tools was sought from Judicial Council staff and the Legal Aid Association of California staff.

In addition to the Data Report, grantees will be required to submit the following:

- A Financial Status Report, comparing project expenditures to the approved project budget. A preliminary report will be due in August 2020, with a final report due August 31, 2021.
- A Final Evaluation Report reflecting all project accomplishments will be due on August 31, 2021. Programs will need to describe the following:
 - The impact the grant had for the community and for the people served?
 - The results of any evaluation performed.
 - A description of immediate and long-term impacts that will result from the project?
 - Plans to continue the project after the grant period.

Convening

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- In early 2020, the State Bar will, convene in collaboration with Judicial Councils, the EAF HP grantees to ensure coordination and reduce duplication of efforts.

Attachments:

1. Homeless Prevention 2020 Approved Formula Grants
2. Homeless Prevention 2020 RFP Grant Awards
3. EAF HP Competitive Grant Request for Proposal

HOMELESSNESS PREVENTION

2020 APPROVED FORMULA GRANTS

| Organization | Brief Project Description | Approved Grant Amount |
|--|---|-----------------------|
| Advancing Justice - Asian Law Caucus | Continue and expand work on pre-eviction and other preventative services that are provided through bimonthly clinics and beyond. | \$ 139,014.00 |
| Affordable Housing Advocates | Expand the existing level and/or type of services provided by Tenants' Rights Project (TRP), by funding an additional .11 FTE legal staff which would enable TRP to assist 22 percent more tenants in each of the seven quarters. Expansion might include enabling direct referrals at the earliest stage of an eviction action and/or providing tenant education and legal support to tenants. | \$ 50,035.00 |
| Aids Legal Referral Panel | Hire a Bridge Fellow that will provide short-term legal assistance and more extensive direct representation in approximately 50 cases while also working on community outreach and education. | \$ 50,075.00 |
| Alliance for Children's Rights | Continue and expand work on pre-eviction and other preventative services that are provided through bimonthly clinics and beyond. | \$ 312,828.00 |
| Bay Area Legal Aid | Increase capacity and leverage expertise to expand services to tenants by targeting one of the root causes of housing destabilization: income insecurity. In Santa Clara county, increase staffing to assist the unhoused or at risk of homelessness obtain or maintain the public benefits they need. In San Francisco, leverage the Legal Advice Line to provide legal advice, counsel, brief services and pre-litigation assistance. In Napa County, develop a direct referral process for housing-insecure residents to be connected to the Legal Advice Line for advice/counsel; develop tailored self-help materials specific for Napa County tenants; provide limited scope services and advocacy; and explore developing regularly scheduled tenants' rights clinics. | \$ 318,452.00 |
| Bet Tzedek Legal Services | Hire an additional staff attorney and an administrative support professional to increase capacity and serve more clients, not just in filed unlawful detainer actions but in pre-eviction matters. | \$ 481,989.00 |
| California Advocates for Nursing Home Reform | Develop new partnerships and provide additional training, resources, and direct services on eviction defense from long term care facilities. Also develop a brief bank on evictions from residential care and skilled nursing facilities, with sample pleadings, complaints to state licensing agencies, demand letters, UD defenses, and pre-eviction consumer education materials. | \$ 126,170.00 |
| California Rural Legal Assistance, Inc. | Increase capacity by hiring a new Staff Attorneys, a new Migrant Staff Attorney, a new Migrant Community Worker, and new support staff members to serve low-income Californians struggling with housing insecurity and homelessness. Focus will be on 4 objectives: 1) expand access to legal aid and legal representation in highly impacted communities; 2) expand access to safe, affordable housing in low-income communities; 3) prevent eviction and displacement within vulnerable populations; and 4) foster a climate of increased compliance with existing protections through affirmative litigation (e.g., Housing Element, Fair Housing, affirmative habitability litigation) and Know Your Rights trainings for housing consumers. | \$ 1,260,931.00 |
| California Women's Law Center | Provide eviction defense representation to tenants who are being illegally evicted in unlawful detainer (eviction) cases - oftentimes from rent-stabilized housing. | \$ 88,000.00 |

HOMELESSNESS PREVENTION

2020 APPROVED FORMULA GRANTS

| Organization | Brief Project Description | Approved Grant Amount |
|--|---|-----------------------|
| Central California Legal Services (CCLS) | Expand services by piloting new partnerships with community institutions who serve populations likely to experience housing insecurity. CCLS intends to work collaboratively with local school districts and community colleges to identify and assist students and their families who are at risk for eviction. Will specifically target students and their families from kindergarten through community college level, a population CCLS has not previously singled out for legal assistance. | \$ 707,062.00 |
| Child Care Law Center | Increase capacity by dedicating additional staff time to educate renters and qualified legal services provider (QLSP) attorneys, community organizations and social services agencies about the new law (SB 234), and assist income-eligible family child care providers facing eviction, harassment or discrimination in rental housing. Goals include: 1. keeping 10-12 family child care providers housed, 2. helping 15-20 family child care providers overcome discrimination when applying to rent a home 3. empowering 50 QLSP attorneys with tips and tools on housing rights for family child care providers and 4. empowering 15 – 30 community organizations and social services agencies with tips and tools on housing rights for family child care providers. | \$ 126,170.00 |
| Coalition of California Welfare Rights Organizations | Through the hiring of one attorney dedicated to this project, provide tools to the QLSPs that will enable them to better serve their clients who are either homeless or threatened with homelessness including the growing population of Californians who lose their housing because of disasters such as fire, floods and earthquakes. Activities will include work on potential impact litigation, stakeholder advocacy processes with various state agencies, establishment of a new blog and various resource manuals that would benefit the lives of homeless persons and those who are at risk of becoming homeless. | \$ 126,170.00 |
| Community Legal Aid SoCal | Implement expansion of Housing Unit by hiring a new Supervising Attorney to head new Housing Defense Workgroup. Train Hotline paralegal staff in landlord-tenant law to better provide service at the Hotline level and increase public education about tenants' rights and help on housing and benefits issues. | \$ 486,990.00 |
| Community Legal Services in East Palo Alto | Provide legal education, advice, and/or full representation that will benefit 100 community members who are at risk of losing their homes due to eviction or unreasonable rent increases, or who are living with unsafe conditions. | \$ 120,470.00 |
| Contra Costa Senior Legal Services | Add capacity by increasing the FTE of housing attorney and administrative support time to work on eviction defense, preservation of housing, and homelessness prevention. | \$ 50,058.00 |

HOMELESSNESS PREVENTION

2020 APPROVED FORMULA GRANTS

| Organization | Brief Project Description | Approved Grant Amount |
|--|--|-----------------------|
| Disability Rights California | Expand housing and homeless prevention work on behalf of Californians with disabilities by hiring up to 5 additional staff attorneys, along with supervising staff and a litigation counsel, who will work in centrally located counties to increase services to underserved and rural communities. Work will include expanding the short-term counsel and advice provided through real-time state-wide legal intake system, creating publications and self-advocacy materials, providing training and legal clinics in underserved language and ethnic minority communities and rural areas, representing individual clients with disabilities in court and administrative proceedings and engaging in affirmative litigation and policy advocacy to prevent homelessness and collaborating with other legal services programs where appropriate. | \$ 1,745,481.00 |
| Disability Rights Education and Defense Fund | Train and support legal services and fair housing advocates on the front-lines of eviction defense and habitability work by fostering collaboration, providing technical assistance, and developing “toolkit” materials including 6-to-8 in-person trainings focused specifically on housing-stability issues and convening 6-to-8 “networking” meetings with local participants. | \$ 126,170.00 |
| East Bay Community Law Center | Expand legal assistance and services regarding public benefit terminations, denials, and over/underpayments by conducting outreach and Know-Your-Rights presentations, providing on-site legal services, and prioritizing full representation in disability cases. | \$ 83,632.00 |
| Elder Law & Advocacy | Provide in-depth negotiated settlement assistance to clients in order to ensure a 'soft landing' for clients. Provide pre-eviction legal services to 50-75 clients and 10 renter education presentations focusing on tenant rights and avoiding eviction including handouts to 30 community sites. | \$ 86,066.00 |
| Family Violence Appellate Project | Expand Housing and Employment Justice Project by hiring a temporary outreach attorney to increase presence in and access to underserved communities in California. The attorney will be either fluent in Spanish and/or deeply connected to an underserved community in California and provide in-person housing trainings and technical assistance to non-attorney advocates and attorneys who serve domestic violence survivors and their families. The outreach attorney will also adapt and create written legal tools that are culturally accessible and appropriate to the underserved communities the project targets. | \$ 126,170.00 |
| Family Violence Law Center | Add capacity by hiring a part-time attorney to work with current Housing Staff Attorney to address un-met need. | \$ 50,036.00 |
| Greater Bakersfield Legal Assistance | Increase capacity by hiring an additional 2.5 attorneys to expand direct representation of eligible tenants (whether or not the landlord is represented) at Mandatory Settlement Conferences. | \$ 340,569.00 |
| Inland Empire Latino Lawyers Association (IELLA) Legal Aid Project | Expand services by hiring a staff attorney who possesses special training and experience in landlord-tenant and housing law. Also, establish a brand new unlawful detainer clinic that will both educate tenants and offer free counsel and advice for those income qualified for service. | \$ 130,573.00 |

HOMELESSNESS PREVENTION

2020 APPROVED FORMULA GRANTS

| Organization | Brief Project Description | Approved Grant Amount |
|--|---|-----------------------|
| Inland Counties Legal Services (ICLS) | <ol style="list-style-type: none"> 1. Expand document preparation program to rural areas currently without unlawful detainer clinics by allowing a resident of a rural area to contact ICLS paralegals telephonically and receive counsel, advice and a document preparation interview. 2. Expand tenant landlord assistance project to provide direct representation to qualified tenants in three new, unserved courts. 3. Create a public housing and voucher (Section 8) assistance program. | \$ 938,812.00 |
| Inner City Law Center | Expand the staffing and the services provided in landlord-tenant disputes, including eviction, improving habitability, increasing affordable housing, and preventing homelessness. | \$ 230,268.00 |
| Justice & Diversity Center of the Bar Association of San Francisco (JDC) | Expand services by hiring a part-time Staff Attorney to provide JDC with its first and only source of affirmative pre-eviction tenant advocacy support with the goal of serving at least 300 low-income tenants vulnerable to eviction annually. | \$ 83,498.00 |
| Justice in Aging | Increase capacity by adding a new litigating attorney who will litigate cases that protect and expand access to benefits including Medi-Cal, In-Home Support Services (IHSS), Social Security, Supplemental Security Income (SSI), State Supplementary Payment (SSP), CalFresh, and other benefits. | \$ 126,170.00 |
| La Raza Centro Legal | Shift priorities for attorney staff to focus on housing clinics, know your rights presentations, full scope legal representation and habitability advocacy efforts. | \$ 50,124.00 |
| Lawyers' Committee for Civil Rights | Provide expanded limited-scope services pre-litigation, including advocacy letters, negotiation or mediation with landlords, and administrative enforcement. Also operate a pilot program to represent low income business owners in their commercial eviction matters and explore pros/cons of alternative dispute process or mediation versus litigation. | \$ 85,201.00 |
| Legal Access Alameda | Expand advice and counsel and limited scope services to tenants through Center for Law and Social Policy (CLASP) clinics and Lawyers in the Library programs. Hire part-time staff to coordinate and provide "Know Your Rights" workshops. | \$ 50,166.00 |
| Legal Aid at Work | Help formerly incarcerated individuals obtain and retain employment by combatting discrimination against persons with arrest records or other criminal histories. Protect these individuals' livelihoods so that their earnings enable them to pay rent and achieve housing stability. Engage in outreach and education as well as initiate enforcement actions under existing laws, and—where possible—conduct impact litigation. | \$ 281,366.00 |
| Legal Aid Foundation of Los Angeles | Increase capacity by onboarding two dedicated attorneys and one paralegal to provide both limited and full-scope representation of tenants in meritorious eviction proceedings through the creation of the Eviction Defense Inglewood (EDI) Project. Anticipated outcome is to serve 500 tenants through pre-eviction and eviction legal services. | \$ 674,219.00 |
| Legal Aid Foundation of Santa Barbara County | Increase the current part-time housing attorney FTE to .75 for the second part of 2019 and to full time 1.0 FTE in 2020 to focus on representing tenants in eviction defense cases. | \$ 65,873.00 |
| Legal Aid of Marin | Increase capacity of current attorney and legal assistant to help expand and deepen income support efforts ensuring receipt of eligible income or benefits to improve housing stability. | \$ 50,110.00 |

HOMELESSNESS PREVENTION

2020 APPROVED FORMULA GRANTS

| Organization | Brief Project Description | Approved Grant Amount |
|--|--|-----------------------|
| Legal Aid of Sonoma County | Implement a new Veteran's Benefits program that will target Veterans who are homeless or unstably housed by increasing access to benefits so that they have income to pay for housing. In some cases, the benefit itself may be a housing voucher. | \$ 78,349.00 |
| Legal Aid Society of San Bernardino | Expand services by establishing a separate housing project site, with staff, time and resources dedicated solely to homelessness prevention which will allow outreach of housing services into other regions of vast San Bernardino county. Clients will be able to secure eviction prevention services throughout our work week, rather than the 2 hour morning time slot currently offered. | \$ 189,669.00 |
| Legal Aid Society of San Diego | Increase capacity by adding two new staff attorney positions to current housing teams to expand availability of the services to help reduce homelessness of those being evicted and having housing problems. | \$ 510,441.00 |
| Legal Aid Society of San Mateo County | Expand full-scope representation of low-income tenants in eviction proceedings in San Mateo County by leveraging recently developed infrastructure to identify high, mid, and low priority cases with the goal of focusing on high and mid priority cases where representation is most likely to make a difference. | \$ 50,194.00 |
| Legal Assistance for Seniors | Hire an additional attorney to add eviction defense services for at-risk older adults currently living in skilled nursing facilities, board and cares and room and boards. | \$ 50,093.00 |
| Legal Assistance to the Elderly | Increase capacity by supporting additional attorney time spent on eviction defense work focused on seniors. | \$ 50,039.00 |
| Legal Services for Children | Allocate specific staffing to client counseling, advocating with the Child Welfare Department, filing petitions in Juvenile Court and conducting outreach to providers on the options for homeless and runaway youth including foster care. | \$ 50,168.00 |
| Legal Services of Northern California (LSNC) | Increase capacity to provide both housing and income stability legal assistance by expanding team of advocates by one advocate in each of LSNCs eight field offices and expand community legal education outreach, more frequent information clinics on a broader variety of topics throughout the service area, increased administrative or technical supports for pro per litigants, and new advocacy on emergency benefits/aid programs focused on immediate needs. | \$ 752,347.00 |
| Mental Health Advocacy Services (MHAS) | Offer, for the first time, extended legal services to individuals who participate in the community fair housing workshops MHAS conducts through a separate education and outreach grant. Previously, these individuals would have been limited to brief counsel and advice. | \$ 50,141.00 |
| National Center for Youth Law | Expand and deepen efforts to prevent homelessness amongst current and former foster youth by ensuring receipt of the educational services, benefits, educational stability and income and benefits to which they are entitled, which improves housing stability. | \$ 126,170.00 |
| National Housing Law Project | Expand services to defend against evictions, prevent homelessness, and increase housing stability in the following areas: immigrant households threatened with eviction and homelessness under the Mixed-Status Families and Public Charge Rules; people whose access to housing is blocked due to criminal records or history; and low-income tenants threatened with displacement and loss of affordable housing due to expiring tax credit use restrictions. | \$ 126,170.00 |

HOMELESSNESS PREVENTION

2020 APPROVED FORMULA GRANTS

| Organization | Brief Project Description | Approved Grant Amount |
|---|--|-----------------------|
| Neighborhood Legal Services | Increase capacity by hiring two full-time attorneys to provide all the tenant defense assistance described in the budget bill language. Establish a series of community-based legal clinics by partnering with local government agencies and trust centers, such as faith-based institutions, schools and community health clinics. | \$ 520,973.00 |
| OneJustice | Expand eviction defense and other housing trainings by revamping and expanding current library of housing training modules for pro bono and LSO staff attorneys. Leverage adult learning best practices and solicit partner feedback and place the modules on Pro Bono Training Institute's (PBTI) website. | \$ 126,170.00 |
| Public Advocates Inc. | Expand legal services in three areas: 1) provide legal services to improve habitability, increasing affordable housing, and ensure receipt of eligible income or benefits to improve housing stability; 2) provide legal services to prevent homelessness; and 3) provide training and renter education. | \$ 198,337.00 |
| Public Counsel | Expand eviction defense services, including community outreach, tenants' rights education, one-on-one counseling to eligible tenants with landlord-tenant disputes, and representation for tenants named as defendants in unlawful detainer suits by hiring two additional staff members. Improve housing stability by ensuring receipt of eligible income or benefits and increase and preserve affordable housing through advocacy efforts. | \$ 749,927.00 |
| Public Interest Law Project | Expand services by devoting additional staff time specifically for litigation and advocacy in securing Housing Element Law compliance with local governments and the protection and prevention of arrest and removal of homeless persons. | \$ 126,170.00 |
| Public Law Center | Expand existing eviction defense and other tenant defense assistance services to tenants outside of the areas currently served by hiring another staff attorney and paralegal. Focus on services to mobile home residents and veterans. | \$ 372,466.00 |
| Riverside Legal Aid | Hire a part time contract attorney to be available on an as needed basis and paid accordingly, only for the time that he/she actually works. The contract attorney would make necessary court appearances in many of the cases and provide necessary litigation support for complex cases. Contract and volunteer attorneys will work side by side to engage clients pre-eviction as well to explain legal rights and attempt to work out problems with landlords. Create new client populations by setting up resource fairs and clinics at locations at or near the most vulnerable of the population to eviction and expand outreach efforts. | \$ 100,318.00 |
| San Diego Volunteer Lawyer Program (SDVLP) | Expand current program by hiring a part-time attorney to begin providing limited representation and advice to tenants in landlord-tenant disputes. Will also recruit pro bono attorneys to assist in creating manuals and other training materials that will be used to mentor and train pro bono attorneys to represent SDVLP clients. | \$ 133,382.00 |
| San Luis Obispo Legal Assistance Foundation | Expand staff hours to provide more direct legal services including full scope representation to tenants in landlord-tenant disputes. | \$ 50,079.00 |

HOMELESSNESS PREVENTION

2020 APPROVED FORMULA GRANTS

| Organization | Brief Project Description | Approved Grant Amount |
|---------------------------------------|---|-----------------------|
| Santa Clara County Asian Law Alliance | Expand current eviction defense and other tenant defense assistance in landlord-tenant disputes including full representation, advice/consultation, and renter education events to outside the city of San Jose residents where efforts are currently focused. Also expand representation, advice/consultation to insure the receipt of benefits to improve housing stability and homeless prevention to residents outside of the city of San Jose. | \$ 50,165.00 |
| Senior Adults Legal Assistance | Provide expanded and enhanced legal assistance (legal advice/counseling, pro per assistance with documents, brief service/negotiations, or legal representation) to at least 32 unduplicated seniors at risk of eviction or displacement. | \$ 50,071.00 |
| Senior Advocacy Network | Expand services by hiring a "Housing Specialist" bi-lingual attorney and training a legal assistant that will be assigned to this department. | \$ 50,109.00 |
| USD School of Law Legal Clinics | Expand the number of low-income veterans served by hiring a post-bar Fellow or staff attorney who will work on securing benefits for veterans under the supervision of the Veteran Legal Clinic's managing attorney and expand the Clinic's outreach and education efforts. | \$ 66,564.00 |
| Western Center on Law and Poverty | Fund new litigation, namely two cases just filed in 2019 related to affordable housing and homelessness. Host and participate in approximately 25 trainings related to housing, developing publications, and providing hundreds of one-to-one technical assistance sessions in 2020. | \$ 126,170.00 |
| Youth Law Center | Provide qualified legal service providers advocacy support, technical assistance, consultation, direct advice, training, written materials and other resources concerning housing issues impacting vulnerable children and youth involved in/exiting the foster care and juvenile justice system. | \$ 126,170.00 |
| Yuba-Sutter Legal Center for Seniors | <ol style="list-style-type: none"> 1. Increase representation of seniors in unlawful detainers by hiring additional, temporary staff. 2. Expand outreach to senior tenants and increase educational talks on tenants' rights and the mobile home park residency laws. | \$ 50,057.00 |

Total \$14,699,827.00

HOMELESSNESS PREVENTION
2020 RFP GRANT AWARDS

| Organization | Project Title | Brief Project Description | Approved Grant Amount |
|--|--|---|-----------------------|
| California Rural Legal Assistance, Inc. | Housing Legal Advice Line | Incubate a housing legal advice line ("hotline") service model to serve approximately 1,250 patrons by 1) expanding access to housing rights information without regard to legal residency status; 2) increasing tenant defense assistance; and 3) preventing eviction and displacement. | \$ 500,000.00 |
| Centro Legal de la Raza | Legal Services to Support Implementation of AB 1482 in Underserved Areas of Alameda County | Expand services to provide targeted legal services by conducting renter outreach & education, providing legal consultations and advice at drop-in clinics and/or workshops, and providing legal representation in unlawful detainer actions. The only applicant that indicated would develop public materials. | \$ 190,000.00 |
| Eviction Defense Collaborative | San Francisco Tenant Right to Counsel | Expand San Francisco Tenant Right to Counsel (TRC) services. Provide legal services in response to an eviction, rapid rental assistance for those at risk of displacement, and advocacy services for clients in shelters. | \$ 175,000.00 |
| Family Violence Appellate Project | Homelessness Prevention for Native American and Limited-English-Proficient Domestic Violence Survivors | Create a compendium of domestic violence-related housing and employment rights that exist in Indian Country and provide legal technical assistance, training and tools relating to housing and employment protections. Create or adapt at least 15 culturally competent written legal tools and provide at least 12 culturally competent and accessible trainings on the housing rights of survivors of domestic violence, resulting in 1-2 referrals for legal assistance per quarter. | \$ 110,000.00 |
| Housing and Economic Rights Advocates | Homelessness Prevention- HERA 2019 | Provide pre-eviction tenant assistance including 1) advice and consultation to address fair housing abuses which can result in unlawful eviction, 2) legal services to reduce non-rent debt obligations such that tenants' income is freed up to keep up with rent, and 3) legal services to improve credit to help those who are homeless access housing. Serve 500 low income residents and provide 17 workshops in each of the four proposed counties. | \$ 150,000.00 |
| Justice & Diversity Center of the Bar Association of San Francisco | Affirmative Eviction Prevention Project | Expand current eviction prevention efforts with affirmative pre-eviction tenant advocacy services aiming to prevent the filing of Unlawful Detainer cases. Serve at least 500 low-income tenants vulnerable to eviction. | \$ 75,000.00 |
| Justice in Aging | Expanding Housing Advocacy for Older Adults | Provide housing specific training, technical assistance, and systemic advocacy support to at least 400 legal services providers and the older adults that they serve through three statewide webinars, at least three in-person trainings, at least three written resources, and at least 50 case consultations to lawyers/advocates. | \$ 200,000.00 |
| Law Foundation of Silicon Valley | Expanding Housing Legal Aid in Silicon Valley | Increase capacity and expand current model of providing free legal advice and representation on housing-related matters to serve 100 more households through in-person appointments. Hire Certified Law Clerks to provide leverage to new staff attorney. | \$ 390,000.00 |

HOMELESSNESS PREVENTION
2020 RFP GRANT AWARDS

| Organization | Project Title | Brief Project Description | Approved Grant Amount |
|--|---|---|-----------------------|
| Legal Aid Foundation of Los Angeles | Los Angeles County Eviction Prevention and Defense | Led by Legal Aid Foundation of Los Angeles (LAFLA), provide legal services to people who are homeless or at risk of homelessness through a collaboration between Bet Tzedek Legal Services, Inner City Law Center (ILC), Neighborhood Legal Services of Los Angeles County (NLSLA), Public Counselors and Strategic Action for a Just Economy (SAJE). Serve underrepresented populations throughout the County left without representation by the limitations of the Shriver Housing Project and Preventing and Ending Homelessness Project (PEHP). Leverage Eviction Prevention Specialists, including Strategic Actions for a Just Economy (SAJE), to conduct outreach and community education, assist legal staff with know your rights presentations and legal clinics. | \$ 1,468,000.00 |
| Legal Aid Foundation of Santa Barbara County | Homelessness Prevention - Northern Santa Barbara County | Increase capacity to provide legal representation or assistance to meet the unmet demand of housing clients. Anticipate serving at least 130 clients and providing at least 5 outreach or education events on tenant rights. At least 100 people will receive information through outreach activities. | \$ 280,000.00 |
| Legal Aid of Sonoma County | Homelessness Prevention Project (HPP) | Expand services by dedicating an attorney resource to work on pre-eviction legal issues and to remove barriers to housing for tenants who are unstably housed and homeless people attempting to obtain temporary or permanent housing. Offer on-site trainings to homeless service providers about plethora of new housing laws recently passed by the State Legislature. | \$ 165,000.00 |
| Legal Aid Society of San Bernardino | Rural Homelessness Prevention for Tenants | Bridge the significant time and distance gap in delivering comprehensive homeless prevention legal services by utilizing a mobile legal aid unit to deliver direct legal services to an estimated 3,000 families in the remote regions of San Bernardino County and neighboring communities within Riverside County. | \$ 250,000.00 |
| Legal Aid Society of San Diego | Holistic Homelessness Prevention for At-Risk Tenants | Increase capacity to provide eviction defense representation and other housing related legal services by adding a housing attorney, housing investigator, case managers, and client travel assistance fund to ensure equal access to the justice system. | \$ 250,000.00 |
| Mental Health Advocacy Services (MHAS) | Homelessness Prevention for Tenants with Mental Health Disabilities | Serve at least 100 new clients through a legal partnership with three of the largest mental health service providers in Los Angeles - Didi Hirsch Mental Health Services, Hathaway-Sycamores Child & Family Services, and Mental Health America Los Angeles wherein MHAS attorneys and staff will 1) conduct clinics, consultations, and education workshops at the partner agency locations in Los Angeles County to prevent homelessness for these clients and 2) MHAS attorneys will then provide deeper representation to a set of those clients that MHAS meets at these locations with the most pressing homelessness prevention legal issues. | \$ 150,000.00 |

HOMELESSNESS PREVENTION
2020 RFP GRANT AWARDS

| Organization | Project Title | Brief Project Description | Approved Grant Amount |
|------------------------------|---|---|-----------------------|
| National Housing Law Project | The New Wave of Tenants' Rights in California | <p>Conduct a deep legal analysis of three tenants' rights laws and regulations taking effect on January 1, 2020: AB 1482, SB 329, Fair Housing Regs from the Dept of Fair Employment and Housing. Conduct extensive training of legal services attorneys and develop enforcement strategies and litigation through 8-10 webinars and in-person trainings. When appropriate, NHLP will co-counsel with qualified legal services providers around affirmative litigation.</p> <p>The only applicant that indicated "Impact Litigation."</p> | \$ 175,000.00 |
| Public Law Center | Orange County Homelessness Prevention Project | Address the homelessness prevention legal needs of two specific underserved South Orange County communities by adding two attorneys: one with Spanish speaking and the other with Vietnamese speaking skills. | \$ 280,000.00 |
| Riverside Legal Aid | Desert Homelessness Prevention | Add additional resources to expand capacity in providing eviction defense including court appearances, landlord tenant rental disputes, pre-eviction questions and strategies with those having problems with landlords, habitability issues, unfair or illegal rent increases, presentations regarding legal rights and education of the law to tenant organizations and professionals working with tenants at risk of eviction/homelessness and legal services regarding habitability. | \$ 120,000.00 |
| Senior Advocacy Network | Veterans and Disabled Homelessness Prevention Program | Add capacity to existing attorney and paralegal resources to expand free legal services for eviction defense and other tenant defense assistance in landlord-tenant rental disputes to approximately 60 new clients per year in two currently underserved populations: disabled persons and veterans. | \$ 72,000.00 |



Equal Access Homelessness Prevention Fund
Request for Proposal

Background

Recognizing the need for stable housing for renters, Governor Gavin Newsom included \$20 million in his May Revision to the 2019 Budget Act for grants to legal services organizations to provide legal assistance to renters with landlord-tenant disputes, including counseling, renter education programs and preventing evictions. The Legislature included language in the Budget Act of 2019 (AB 74, Stats. 2019, ch. 23) to define how the funding was to be allocated and to further effectuate the purposes of the funding.

Consistent with the language of the budget bill, 25 percent (approximately \$5 million) will be distributed to qualified legal services providers and support centers through a competitive grant process. The current timeline plans for the \$5 million to be distributed in or about December 2019, with the requirement that the grant be fully spent down by June 30, 2021.

The budget bill language has been included below for reference (emphasis added to the relevant section):

Of the amount appropriated [for the Equal Access Fund] . . . \$20,000,000 shall be distributed by the Judicial Council through the State Bar of California pursuant to Provision 1¹ [of budget item 0250-101-0001] to qualified legal services projects and support centers to provide eviction defense or other tenant defense assistance in landlord-tenant rental disputes, including pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Of this amount, \$150,000 shall be available, upon order of the Department of Finance, for administrative costs of the Judicial Council and the State Bar. The remaining funds shall be allocated as follows:

- (a) 75 percent shall be distributed to qualified legal services projects and support centers that currently provide eviction defense or other tenant defense assistance in landlord-tenant rental disputes, as set forth in Provision 6. To expedite the distribution of this percentage of the \$20,000,000, eligible programs shall be limited to those found eligible for 2019 IOLTA funding. Each eligible program shall receive a percentage equal to that legal services project's 2019 IOLTA allocation divided by the total 2019 IOLTA allocation for all legal services projects eligible for this funding, except that to ensure that meaningful funding is provided, a minimum amount of \$50,000 shall be allocated to each eligible program unless the program requests a lesser amount, in which case the additional funds shall be distributed proportionally to the other qualified legal

¹ Provision 1 identifies how the remainder of the money appropriated in the Equal Access Fund are to be distributed. This is long standing language which has existed in substantially the same form since the creation of the fund and the established protocol for distributing 90 percent pursuant to formula and 10% for Partnership Grants.

services projects. These funds shall be distributed as soon as practicable after the effective date of this act and shall not supplant existing resources.

(b) 25 percent shall be allocated through a competitive grant process developed by the Legal Services Trust Fund Commission of the State Bar to award grants to qualified legal service projects and support centers to provide eviction defense or other tenant defense assistance in landlord-tenant rental disputes, as [defined above] . . . to meet the needs of tenants not addressed by the formula provided in subdivision (a). The grant process shall ensure that any qualified legal service project or support center that received funding pursuant to subdivision (a) may only receive funding pursuant to this subdivision if that qualified legal service project or support center demonstrates that funds received under this subdivision will be not be used to supplant existing resources, and will be used to provide services to tenants not otherwise served by that qualified legal service project or support center. The commission shall make the grant award determinations. In awarding these grants, preference shall be given to qualified legal aid agencies that serve rural or underserved communities and that serve clients regardless of immigration or citizenship status. Any funding not allocated pursuant to this competitive grant process shall be distributed pursuant to subdivision (a), except that there shall be no minimum funding amount for these funds.

Eligibility

Grant proposals must be submitted via SmartSimple **by October 18, 2019 at 5:00pm**. Applicants must meet the following criteria to be eligible to submit a proposal:

- Qualified legal services projects and support centers in California that will provide eviction defense or other tenant defense assistance in landlord-tenant rental disputes, including pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. (Note: Unlike the formula funding provided for these purposes, this RFP is open to all IOLTA-funded QLSPs and SCs, whether or not they currently provide the types of tenant assistance defined by the Budget Act).
- If programs received an allocation from the first tranche, they must be able to demonstrate that the funds from the competitive grant will not be used to supplant existing resources and will be used to provide services to tenants not otherwise served by the organization.

Pursuant to the terms of the Budget Act, preference will be given to organizations that serve rural or underserved communities and that serve clients regardless of immigration or citizenship status.

There will be no minimum funding amount for these grants.

Award Information

The Legal Services Trust Fund Commission (LSTFC) or a delegated body of the LSTFC will distribute up to \$5 million using a competitive RFP process. Final award decisions will be made in November 2019.

Selection Criteria

The exact dollar amount of grant awards will vary depending on the number and quality of applications received, an assessment of needs for funding of the particular project, and the extent to which a proposal addresses the intent of this funding, as spelled out in the Budget Act. The costs of carrying out the proposed program/work should not be overstated as that could impact the funds available for other programs. Grant award decisions are final and there is no appeals process. A successful response to the RFP will:

- Demonstrate how all granted funds will be spent down by June 30, 2021 (sub-grants may be permitted depending on the proposed program/work and sub-grantee) but the primary grantee is responsible for ensuring that the sub-grantee is in compliance with all requirements.
- Identify with specificity the purposes for which the granted funds will be used that align with the areas set forth in the Budget Act.
- Demonstrate how it will ensure that granted funds will be used for eligible clients or entities that are at 125% of poverty.
- Demonstrate how granted funds will not be used to supplant existing resources, including the EAF Homelessness Prevention formula funding (meaning that these funds cannot replace existing funds used to provide these same services), and must be used to provide services to tenants not otherwise served by the qualified legal service project or support center.
- Highlight how clients in rural or underserved communities, regardless of immigration or citizenship status will be served since preference will be given to those projects. Rural or underserved communities include rural or underserved geographical locations in addition to specific underserved populations who may not be served in the formula tranche.
- Demonstrate how it will track main benefits related to the programs supported by granted funds separately as these benefits will not be reported as part of the IOLTA/EAF Case Summary Reporting or Main Benefits to ensure non-supplantation. Instead, these services should be tracked separately for main benefits related to homelessness prevention, with correlating demographic data information for the clients served.
- The following scoring rubric will be used to evaluate all proposals:

| <u>Points/Weight</u> | <u>Criteria</u> |
|----------------------|---|
| 40 | Proposal Quality <ul style="list-style-type: none"> - Type and depth of legal service provided - Proposed outcomes and goals - Type and depth of partnerships (for subcontracts) - Innovation - Organizational capacity - Ability to measure and evaluate the |

| | |
|-----|---|
| | benefits and outcomes of the project/activities |
| 20 | Proposed services serve rural or underserved communities |
| 20 | Proposed services serve clients regardless of immigration or citizenship status |
| 10 | Historical performance (ability to spend down grant funds, ability to meet goals for prior grants, timely submission of reports, ability to successfully start-up new services) |
| 10 | Potential sustainability/continuation of proposed services after the completion of the grant period |
| 100 | Total |

Requirements/Next Steps:

| <u>Estimated Date(s)</u> | <u>Activity</u> |
|--------------------------|---|
| 9/16/19 | RFP posted on SmartSimple |
| 10/18/19 | Responses due by 5:00pm |
| Week of 11/4/19 | LSTFC Executive Committee meeting to review and approve RFP funding recommendations |
| 11/14-15/19 | Judicial Council meeting where update will be provided on RFP process and funding recommendations |
| 11/22/19 | LSTFC to approve Executive Committee's final RFP funding recommendations |
| December 2019 | Release final list of grant recipients and finalize grant agreements |
| Early January 2020 | Funds disbursed |

Restrictions and Assurances:

By accepting grant funds, programs agree to:

- Spend down all granted funds by June 30, 2021. Carryovers will not be permitted.
- Use funds only for stated purposes: eviction defense or other tenant defense assistance in landlord-tenant rental disputes, including pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention.

- Not use funds to supplant existing resources (meaning that these funds cannot replace existing funds used to provide these same services including the EAF Homelessness Prevention formula funding if applicable), and must be used to provide services to tenants not otherwise served by the qualified legal service project or support center.
- Comply with all reporting requirements specific to this grant.

Application Questions:

- Describe how your proposal for legal services will be used for eviction defense or other tenant defense assistance in landlord-tenant rental disputes. Such assistance can include, but is not limited to, pre-eviction and eviction legal services, counseling, advice and consultation, mediation, training, renter education, and representation, and legal services to improve habitability, increasing affordable housing, ensuring receipt of eligible income or benefits to improve housing stability, and homelessness prevention. Please describe how your proposed services using this competitive grant will not supplant existing resources and will be used to provide services to tenants not otherwise currently served.
- Briefly explain your organization's ability to carry out the program, including any experience implementing similar programs and the potential sustainability of the program beyond the grant period. How will you ensure quality? Describe the staffing and supervisory structure for the project.
- Who is the targeted population being served and what are the overall goals for the specified project or activities? Quantify the outcomes whenever possible.
- How will you ensure that the target demographic is served?
- If approved for funding, do you have any plans to sub-contract with another organization(s). If so, please provide details about the organization(s), including their experience and staffing, their intake/evaluation capacity to ensure compliance, the proposed subcontract work, any experience working on joint projects, how their work will supplement and improve the work your organization will provide, and subcontract amount.
- Describe how you will evaluate or monitor the effectiveness of the project/activities and the progress toward achieving the goals and objectives stated above. If proposing a subcontract, describe how you will ensure that sub-grantee(s) will provide quality services and compliance with all requirements. Grant recipients will be required to track and report certain project activities and outcomes like main benefits related to homelessness prevention, with correlating demographic data information for the clients served to demonstrate how the services delivered with these grant funds affected the target population.
- Please provide a break-down of your funding request if you plan on subcontracting.

- Is there any other organization currently providing your proposed services or serving this population in your area? If so, are there any distinguishing characteristics about your proposed services and/or are you targeting an unmet need? How do you plan to collaborate with that organization?

Proposed Project Budget

Please be as detailed as possible in filling out the budget template which can be downloaded within the budget tab in your application on SmartSimple. To submit your budget, upload the completed form back to the budget tab in the application.

- Under column B (Budget), please insert the total expense that you anticipate for Dec 2019 – June 2021 for each expense line item.
 - For example for “Lawyers”, you might insert \$50,000 and then under column C (Brief Narrative), provide an explanation like: “Hire a temporary attorney to work on pre-eviction cases for 20 hours per week.”
 - Another example for “Printing and Postage” might be to insert \$10,000 in the “Budget” column and then provide the following explanation in the “Brief Narrative” column: “Print 5,000 training brochures on the topic of homelessness prevention strategies.”
- Please do not fill in any information in the “Cost Report 1” and “Cost Report Final” tabs.

If you have any questions, please do not hesitate to contact:

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